

Middletown Public Schools -Board of Education

Facilities Committee Meeting Minutes

September 21, 2016
Board of Education
Conference Room "A"
draft

The meeting was called to order at 5:36 PM.

Members Present: Deborah Cain, Vincent Loffredo, Dr. Patricia Charles, Franca Biales, Marco Gaylord, Jim D'Antonio, David Bauer, Michael Harris and new Facilities Director, John Cross

Members Absent: Cheryl McClellan, Steve Kovach, Ed McKeon and Thomas Serra

- I. Introductions of Committee Members and any visitors
- II. June 15, 2016 meeting minutes were accepted by Vinnie Loffredo and Jim D'Antonio.
- III. Summer Cleaning Update

All buildings are in good shape. A few schools had a problem with the wax removal process but this is not expected to be a continuing problem.

There was some storm flooding but everything including floors were cleaned and back to normal. Alarms are being checked out and will be covered under the insurance policy.

IV. Life Safety Inspections

John Cross stated the life safety inspections include 1) sprinkler systems need to be tested in two parts 2) the fire alarm, pull stations and smokes are all thoroughly checked and 3) the emergency lighting is disconnected, checked and batteries replaced if necessary. Future scheduling will be done earlier than it has in the past as to be completed prior to the start of school.

V. Parks Bond Update/WWMS Track & Tennis Courts

Marco Gaylord met with Gene Nocera and representative from Malone and McBroom who will finalize drawings which will then go out to bid. Work will begin in spring 2017 and will take approximately one year for completion. The tennis courts will be pushed back nearer to the woods

VI. Status on Work Orders

The School Dude work order system will be up and running soon. Staff will be trained to use the system which will be an excellent tool for the department. John Cross will continue to watch the program and the goal is to get a better quality of work orders. The buildings are generally in good shape but staff needs to know how to prioritize better. The School Dude program has been purchased and piggy backs off our system. Safety issues will always come first and John Cross will manage the work and overtime will be given conservatively. He also would like to see the Building Superintendents participate more with minor repairs.

VII. Macdonough and Farm Hill Parking Lot Update

Marco Gaylord stated Macdonough is completed by the playground basketball hoops are still an issue. Farm Hill is on hold until spring 2017 with Marco working with Bill Russo and Chris Holden on this project. The monies for the project are out of C&R money from the 2015-2016 fiscal years and approximate cost is \$100K with the parking spots doubling to 75 spaces.

VIII. WWMS Air Conditioning Update

Fifteen to eighteen AC units were installed on the on the second floor and are now working and used for both heating and cooling. Cost of each unit was \$7K which came out of money that was carried over from fiscal year 2013-2014. The units can also be moved to other locations if needed.

IX. Spencer and WWMS Roof Update

There are a number of repairs that need to be done at both Spencer and Woodrow Wilson which will be scheduled and repaired at the cost of over \$100K. Eagle Roofing is the contractor and has recently worked on Lawrence, Snow and Wesley. There may be programs available that if combined with solar may offer incentives along with LED lighting which will ultimately save money.

X. Building Committee Update

On October 6, 2016 there will be a joint meeting with Malone and McBroom and the BOE Building Committee. On September 28, 2016 at 10:00 AM in Hartford there is also a meeting with the Department of Administrative Services that will review rules and regulations of what the building committee will be able to do.

XI. Miscellaneous Items

The status of the Annex Building (310 Hunting Hill) - Mark Langton has been helping with this project. The plumbing and heating have been worked on and there is a substance in the ceiling that needs to be removed. John Cross would like to have the asbestos flooring removed at approximately a cost of \$11K. Completion should be about 6 weeks (around November 2, 2016).

(Miscellaneous Items Continued)

Interviews for the Moody School Building Superintendent are scheduled this week.

Michael Harris spoke about the energy report and to look at trends. We have elected to be a clean energy community and to lessen our energy by 20% by 2018. During 2011-2015 there was an 11% increase of energy in our school district with the top users being Middletown High School, Woodrow Wilson Middle School, Snow School, Macdonough and Spencer Schools.

- The next meetings are:
09/21/16; 10/19/16; 11/16/16, 12/21/16 and 01/18/17.

The meeting adjourned at 7:46 PM.

Minutes recorded by Leslie A. Spatola

Leslie A. Spatola

Facilities Committee Recording Secretary